

**NOT PROTECTIVELY MARKED**  
**WILTSHIRE & SWINDON FIRE AUTHORITY**

**MINUTES of a MEETING of the PROGRAMME AND SCRUTINY BOARD  
COMMITTEE**

**held at WILTSHIRE FRS HEADQUARTERS, MANOR HOUSE,  
POTTERNE, SN10 5PP**

**on THURSDAY 29 JANUARY 2015**

Present: Councillors C Devine, A Bennett  
In Attendance: Simon Routh-Jones (CFO), Phil Chow (Brigade Manager (Governance & Assurance)) Barbara Owen (Brigade Manager (People & Development)), Mark Gaskarth (Area Manager Strategic Planning).  
Lindsay Gowland (Clerk).

37/14	<b>WELCOME &amp; APOLOGIES</b> Apologies were received from Cllrs Garry Perkins and Bob Jones MBE.
38/14	<b>DECLARATION OF INTERESTS</b> None were received
39/14	<b>APPROVAL OF PREVIOUS MINUTES</b> The Minutes of the Meeting of 20 November 2014 were approved.
40/14	<b>STRATEGIC RISK REGISTER</b> An updated SRR (as at 28 Jan 15) was circulated. It was noted that risk 381 (Council Tax Equalisation) was due to be reviewed shortly. The Members discussed the implications of risk 388 (firefighter fitness) and were briefed on the current situation regarding the fitness of uniformed personnel. It was requested that a full report on fitness standards and testing be presented to the next PSB.
41/14	<b>THE SERVICE'S PERFORMANCE REPORTS</b> The Service's Performance Reports were received and the contents noted with interest. It was requested that, in future, actual figures as well as percentages, be presented in the summary report.
42/14	<b>ANY OTHER BUSINESS</b> There was no other business.
43/14	<b>DATE OF NEXT MEETING</b> The next meeting was confirmed as 14 May 2015 at 10am.